

**EDGEWATER PLANNING & ZONING COMMISSION
BUSINESS MEETING MINUTES
JUNE 3, 2015**

A business meeting of the Edgewater Planning & Zoning Commission was held in the City Council Chambers.

ITEM 1. CALL TO ORDER

Chair Hing called the meeting to order at [7:00:28 PM](#).

ITEM 2. ROLL CALL

Clerk to the Commission and City Clerk Beth A. Hedberg called the roll.

Present: Chair Karen Hing
 Commissioner Marilyn Gord
 Commissioner Jim Tobias
 Commissioner Nathan Stark
 Commissioner Adam Schorger

Absent: None

Also Present: City Attorney Carmen Beery
 City Planner Patty McCartney
 Community Services Director Dan Maples – Arrived at
 [7:14:38 PM](#)

Full and timely notice of the meeting had been given and a quorum was present.

ITEM 3. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

ITEM 4. APPROVAL OF AGENDA

Chair Hing noted that staff reports would be held during the last public comment portion of the meeting. Commissioner Gord moved, seconded by Commissioner Tobias, to approve the agenda as presented. The motion **PASSED** on the following vote: **AYES:** Commissioner Gord, Commissioner Tobias, Chair Hing, Commissioner Stark and Commissioner Schorger. **NAYS:** None. **ABSENT:** None. **ABSTAIN:** None.

ITEM 5. PUBLIC COMMENT (NON-AGENDA ITEMS)

There was no public comment.

ITEM 6. GENERAL BUSINESS

a. Public Hearing and Discussion and Possible Action on Resolution 2015-04, a Resolution (Approving, Conditionally Approving, Denying) an Amendment to the Site Development Plan for 2501 Sheridan Boulevard, Edgewater, Colorado, to Construct an Outdoor Patio, Roof Top Deck and Associated Improvements

Chair Hing reviewed the procedures for the conduct of the public hearing. Chair Hing opened the public hearing at [7:05:24 PM](#). Chair Hing noted that the Applicant had submitted an updated noise impact analysis report that very evening. City Planner McCartney had not received nor reviewed the information submitted. City Planner McCartney's staff report indicated that the application materials provided by the Applicant were deficient or incomplete and that City Staff had requested additional material be submitted by May 28th to allow time for Staff review and evaluation. Chair Hing said that applicants were dependent on information they received from their professional consultants. The Commission, as a body, were dependent on the advice they received from City staff. It was very important that staff had the time to review information prior to that information coming before the Commission. It was Chair Hing's opinion that site development plans would best be approved as presented. Conditions were sometimes questionable and a denial was unpleasant. Chair Hing said that, in the interest to provide all parties the opportunity to receive the information necessary to make a solid decision and, hopefully to have an application before the Commission that could be approved as presented, she moved, seconded by Commissioner Tobias, to continue the public hearing to June 24, 2015 at 7:00 pm. Attorney Beery advised that if a Commissioner wanted additional materials to be provided by the Applicant, that they should provide that request to Chair Hing who would pass the request along to City staff. Chair Hing cautioned against ex parte communications regarding the application. **VOTE** was called for. The motion **PASSED** on the following vote: **AYES**: Commissioner Gord, Commissioner Tobias, Chair Hing, Commissioner Stark and Commissioner Schorger. **NAYS**: None. **ABSENT**: None. **ABSTAIN**: None. Chair Hing closed the public hearing at [7:11:14 PM](#).

Chair Hing thanked Mr. Grant Babb for attending the meeting.

b. Public Hearing and Discussion and Possible Action on Resolution 2015-05, a Resolution (Approving, Conditionally Approving, Denying) a Preliminary Plat for Existing Lots 6, 7, 8 and 9, Block 100, Edgewater Subdivision, to be Known as the Moore Subdivision

Chair Hing reviewed the procedures for the conduct of the public hearing. Chair Hing opened the public hearing at [7:14:20 PM](#). City Planner McCartney reviewed her staff report which is attached hereto and made a part hereof by reference as Exhibit "A". The Commission had no questions for City Planner McCartney. Attorney Beery advised on

the criteria on which the Commission should base their decision. City Planner McCartney reported that, pursuant to the Edgewater Municipal Code, the approval of the preliminary plat would lapse unless a final plat based thereon was submitted within one year from the date of approval.

Clerk Hedberg swore in Applicant William Moore. Mr. Moore testified as to the history of the lot and his intent to remove an existing older home and to construct two new homes on the divided lots. Each lot would meet the underlying zoning regulations.

Clerk Hedberg swore in Pauline York. She inquired as to whether or not the zoning would remain R-1 Residential. Chair Hing confirmed the zoning would remain R-1 Residential.

No further testimony was offered. Chair Hing closed the public hearing at [7:23:38 PM](#).

Commissioner Stark moved, seconded by Commissioner Tobias, to approve Resolution 2015-05, a resolution approving a preliminary plat for existing Lots 6, 7, 8 and 9, Block 100, Edgewater Subdivision, to be known as the Moore Subdivision as presented. Chair Hing said that it was “very nice” to bring the property into conformity and to create two (2) new homes for people. The motion **PASSED** on the following vote: **AYES:** Commissioner Gord, Commissioner Tobias, Chair Hing, Commissioner Stark and Commissioner Schorger. **NAYS:** None. **ABSENT:** None. **ABSTAIN:** None.

Chair Hing congratulated Applicant Moore.

ITEM 7. CONSENT AGENDA – MEETING MINUTES DATED APRIL 15, 2015

Commissioner Gord moved, seconded by Commissioner Schorger, to approve the consent agenda as presented. The motion **PASSED** on the following vote: **AYES:** Commissioner Gord, Commissioner Tobias, Chair Hing, Commissioner Stark and Commissioner Schorger. **NAYS:** None. **ABSENT:** None. **ABSTAIN:** None.

ITEM 8. PUBLIC COMMENTS

City Planner McCartney noted that she had not received any new development applications in the last month. She reported that she had been doing over-the-counter reviews of fence and temporary sign permits on Wednesdays.

Community Services Director Dan Maples apologized for getting stuck in traffic. Director Maples also apologized for the staff delays in the Comprehensive Plan implementation process.

City Clerk Hedberg provided details for the Joint Retreat with City Council to be held on June 13, 2015.

City Attorney Beery had no report.

There were no public comments.

ITEM 9. COMMISSIONER COMMENTS

Commissioner Schorger had no comments.

Commissioner Tobias had no comments.

Commissioner Gord said that she now knew why the Commission had not been moving forward with the Comprehensive Plan Implementation.

Commission Stark had no comments.

Chair Hing thanked all Commissioners for their willingness to meet and said that they were all appreciated.

ITEM 10. DISCUSSION OF UPCOMING AGENDAS

It was noted that the next meeting would be held on June 24, 2015 where the public hearing on the amendment to the Site Development Plan for 2501 Sheridan Boulevard would be continued and parking would be discussed.

ITEM 11. ADJOURNMENT

There being no further business, Chair Hing adjourned the meeting at [7:31:09 PM](#).

Submitted by:

/s/ Beth A. Hedberg, MMC
Clerk to the Commission and City Clerk

EXHIBIT "A"

STAFF REPORT

To: Karen Hing, Planning & Zoning Commission Chair and members of the Commission

From: Patty McCartney, City Planner

Cc: Carmen Beery, City Attorney
Beth Hedberg, City Clerk
Dan Maples, Community Services Director

Public Hearing Date and Location: June 3, 7:00 p.m., Council Chambers
2401 Sheridan Boulevard, Edgewater, Colorado

Applicant/Owner: William Moore and Cheryl Moore
2515 Jay Street, Edgewater, CO 80214

Subject: Preliminary Plat

Location of Request: Lots 6, 7, 8 and 9, Block 100, Edgewater Subdivision (2472 Lamar Street)
Edgewater, Colorado

EXECUTIVE SUMMARY:

The applicant is requesting a Preliminary Plat approval to request the subdivision of Lots 6, 7, 8 and 9, Block 100 (2472 Lamar Street), Edgewater Subdivision subdivided into Lots 1 and 2, Moore Subdivision. The proposed Preliminary Plat area is 13,304 square foot (0.305 acres) subdivided into two lots. The proposed Lot 1 dimension is 50.01 feet by 133.0 feet for a lot area of 6,652 square feet (0.153 acres) and the proposed Lot 2 dimension is 50.02 feet by 133.0 feet for a lot area of 6,652 square feet (0.153 acres). An existing residence and detached garage are currently located on the subject property and the interior lot line for the proposed Preliminary Plat will bisect the north side of the residence.

The proposed subdivision requires a Preliminary Plat application for review and approval by the Planning and Zoning Commission.

LOCATION AND ZONING:

The property is located at 2472 Lamar Street, Edgewater Colorado 80214 and is zoned R-1, One-Family Residential.

PUBLIC NOTICING:

The public hearing request for approval of the Preliminary Plat was publicly noticed in accordance with the public notification requirement outlined in the *City of Edgewater Municipal Code*.

PLANNING AND ZONING COMMISSION REVIEW

Eligibility: Per Section 17-3-20, a Preliminary Plat requires a Planning & Zoning Commission Review and a resolution for approval, approval with conditions or denial of the application.

Subdivision General Requirements and Design Standards (17-2-10):

The requirements and design standards in Chapter 17, Article 2 of the *Edgewater Municipal Code* (Code).

1. **Streets.** Per Section 17-2-20, street shall be in alignment with existing streets and named according to the street with which they correspond.

Staff Comment: The property existing front lot lines aligns with Lamar Street and the existing residence address is 2472 Lamar Street. The proposed front lot lines align with Lamar Street and addresses will be assigned at the time of the future site development of Lot 1 and Lot 2t.

2. **Lots.** Per Section 17-2-30, the lots shall be at least large as the allowed minimum in the area standards contained in Chapter 16 (Section 16-5-30) of the Code and lot line street design standards.

Staff Comment: The table below provides a comparison of the proposed Preliminary Plat and the Edgewater Municipal Code Lot development standards.

	Lot Requirements	Existing/Proposed
Lot Area	Minimum lot area of 6,000 square feet (SF) (R-1 Zone District)	13,304 SF (existing) Lot 1: 6,652 SF Lot 2: 6,652 SF
Lot Width	Minimum lot width of 50' (R-1 Zone District)	100.3' (existing) Lot 1: 50.01' Lot 2: 50.02'
Lot Lines	Right angles to street line	Existing and Proposed Lots 1 & 2: Right angles to Lamar Street
Fronting	Lots shall front public streets	Existing and Proposed Lots 1 & 2: Lamar Street front lot line

The property is located in the R-1, Residential 1 Zone District and the proposed lots meet the minimum lot area, minimum lot width requirements and street lot line design standards of the Edgewater Municipal Code.

3. **Blocks.** Per Section 17-2-40, blocks for residential use shall not exceed ¼ mile in length and less than 300 feet in length.

Staff Comment: The proposed Preliminary Plat is located in an existing Block and will not be changed for the proposed two lot subdivision.

- 4. Alleys or Easements.** Per Section 17-2-50 of the Code, the City may require alleys or easements for utility installation and maintenance, including storm or sanitary sewers, gas and water lines and electric service.

Staff Comment: The City Engineer and Utility companies reviewed the proposed Preliminary Plat. The City Engineer did not have any specific requests for easements except to maintain the existing rear lot line alley easement for the two proposed lots. The Xcel Energy Public Service Company (Attachment B) requested a 6' wide dry utility easements adjacent to the front lot lines and 8' on the rear lot lines of each in the subdivision. The proposed Preliminary Plat includes the dedication of the requested alley and dry utility easements.

- 5. Dedication of public sites and open spaces.** Pursuant to Section 17-2-60 of the Code, the dedication of land for park and recreation, school sites, public sites or for other public uses is required in each new subdivision or resubdivision in the City where the total amount of land being subdivided is two acres or more.

Staff Comment: There are no public sites or open space dedications for the proposed Preliminary Plat. The proposed Preliminary Plat land area is .305 acres in size and does not require the dedication of a public site or open space.

PLANNING AND ZONING COMMISSION ACTION:

After the conclusion of the public hearing, the Planning and Zoning Commissioners may approve, conditionally approve or deny the Preliminary Plat.

The Commission's decision must be rendered by adoption of a Resolution. Legal staff has provided resolutions appropriate for any decision available to the Planning and Zoning Commission. To act, the Planning and Zoning Commission should "Move to approve [read the title of the appropriate Resolution]."